



**CITY OF SOUTH PASADENA
CITY COUNCIL REGULAR MEETING
AGENDA**

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030
Wednesday, May 19, 2021 at 7:00 p.m.**

VIRTUAL MEETING

South Pasadena City Council Statement of Civility

As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for May 19, 2021 will be conducted remotely and held by video conference.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating remotely and will not be physically present in the Council Chambers.

The virtual meeting will be conducted over [ZOOM](#) and [broadcast live on the City Council meeting webpage](#). Registration is not required to participate in live public comment.

Webinar ID: 938 7065 7731

Passcode: 2364

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or
2. Click on the following unique Zoom meeting link:
<https://zoom.us/j/93870657731?pwd=QnlTb20weWwxTEhuSmZ2RENyR3ZzUT09>; or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://us02web.zoom.us/j/kcqijC6iQx>

CALL TO ORDER: Mayor Diana Mahmud

ROLL CALL: Mayor Diana Mahmud
Mayor Pro Tem Michael Cacciotti
Councilmember Jack Donovan
Councilmember Jon Primuth
Councilmember Evelyn G. Zneimer

PLEDGE OF ALLEGIANCE: Councilmember Zneimer

CLOSED SESSION ANNOUNCEMENTS

- 1. CLOSED SESSION ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately.

PUBLIC COMMENT AND SUGGESTIONS

The City Council welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments for City Council consideration **by one of the following options:**

Option 1:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item. *(Note: For the purpose of best ensuring that all of the agenda items are considered at the Council Meeting, the Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to limit public comment(s) to less than 3 minutes on any given agenda item).*

Option 2:

Email your public comment(s) to ccpubliccomment@southpasadenaca.gov. Public Comments received in writing will not be read aloud at the meeting. Written public comments will be announced at the meeting and become part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate: 1) your name (optional), and 2) agenda item you are submitting public comment on. The cutoff time for public comment to be submitted via email is 4 p.m. the day of the Council meeting.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

2. Public Comment – General

PRESENTATION

None

COMMUNICATIONS**3. Councilmembers Communications**

Time allotted per Councilmember is 3 minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

4. City Manager Communications**5. Reordering of, Additions, or Deletions to the Agenda****OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

Items listed under the consent calendar are -considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

CONSENT CALENDAR**6. Approval of Prepaid Warrants in the Amount of \$102,398.64; General City Warrants in the Amount of \$625,065.43; Transfers in the Amount of \$47,055.81****Recommendation**

It is recommended that the City Council approve the Warrants as presented.

7. Authorize the Interim City Manager to 1) Execute the First Amendment with Metro for the Cycle 3 Open Streets Grant Agreement; 2) Authorize Staff to Issue a RFP to Develop a Slow Streets Program; 3) Authorize Staff to Issue a RFP for a Traffic Study to Analyze Travel Lane Closure Options; and 4) Authorize Staff to Issue a RFP for the Design and Installation of Removable Bollards on Meridian Avenue Between Mission Street and El Centro Avenue**Recommendation**

It is recommended that the City Council:

1. Authorize the Interim City Manager to execute the first amendment with the Los Angeles County Metropolitan Transportation Authority (Metro) (MTA) for the Cycle 3 Open Streets grant agreement to repurpose the \$420,000 grant award to support pandemic recovery; and
2. Authorize staff to issue a Request for Proposals (RFP) to develop a Slow Streets Program; and
3. Authorize staff to issue an RFP to analyze the impacts of temporary closures of a travel lane in each direction on Mission Street, between Orange Grove Avenue and Fair Oaks Avenue, and Meridian Avenue, between Mission Street and El Centro Avenue; and
4. Authorize staff to issue an RFP to design and install removable bollards on Meridian Avenue, between Mission Street and El Centro Avenue.

8. Renew Annual Agreement with Digital Map Products, LP for GovClarity, Map-Based Location Information License and ApplicationRecommendation

It is recommended that the City Council:

1. Appropriate \$25,100 from General Fund Reserves for map-based location data services in support of planning applications, to 101-7010-7011-8060; and
2. Approve the Agreement with Digital Map Products, LP in an amount not to exceed \$25,100 to renew the annual agreement for GovClarity for the term of October 1, 2020 through September 30, 2021.

9. Request for Approval of a Co-Sponsorship and Fee Waiver of “Grad Night” hosted by the South Pasadena High School Parent –Teacher –Student AssociationRecommendation

It is recommended that the City Council approve the request from the South Pasadena High School Parent-Teacher-Student Association for co-sponsorship of the June 2 Grad Night 2021 and waive associated fees.

10. Appropriation of \$22,016 from the Arroyo Seco Golf Course Fund for New Range EquipmentRecommendation

It is recommended that the City Council appropriate Arroyo Seco Golf Course Reserve Funds in the amount of \$22,016 from Account No. 295-8040-8043-8020-000 to purchase an E-Z-Go all-electric range ball picker (\$14,682) and a Range Servant for ball washer and soaker (\$7,334).

11. Adoption of a Resolution Approving the Fiscal Year 2021-22 Engineer’s Report Declaring the City’s Intention to Provide for an Annual Levy and Collection of Assessments and Setting a Date and Time for a Public Hearing for the FY 2021-22 Lighting and Landscaping Maintenance DistrictRecommendation

It is recommended that the City Council:

1. Adopt the attached resolution approving the Fiscal Year (FY) 2021-22 Engineer’s Report declaring the City of South Pasadena’s (City) intention to provide for an annual levy and collection of assessments; and
2. Schedule the Public Hearing for the FY 2021-22 Lighting and Landscaping Maintenance District (LLMD) for June 16, 2021, at 6:30 p.m. in the Council Chamber.

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PUBLIC HEARING**12. First Reading and Introduction of an Ordinance to Amendment of Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code**Recommendation

It is recommended that the City Council introduce for first reading, read by title only, and waive further reading of an ordinance entitled “An Ordinance of the City Council of the City of South Pasadena, California, amending Chapter 34 (Trees and Shrubs) of the South Pasadena Municipal Code.”

13. Project No. 2384-LHD - Approval of a City Historic Landmark Designation for property located at 1016 Orange Grove Avenue (Assessor’s Parcel Number 5315-019-037)Recommendation

It is recommended that the City Council conduct a public hearing and adopt a Resolution taking the following actions:

1. Find that the property known as the “Orange Grove Schoolhouse” at 1016 Orange Grove Avenue qualifies under criterion (1) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and
2. Designate the property known as the “Orange Grove Schoolhouse” at 1016 Orange Grove Avenue as a Historic Landmark (Historic Landmark No. 57) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

14. Project No. 2338-LHD - Approval of a City Historic Landmark Designation for property located 807 Bank Street (Assessor’s Parcel Number 5314-019-021)Recommendation

It is recommended that the City Council conduct a public hearing and adopt a Resolution taking the following actions:

1. Find that the property known as the “Mary E. Sowards House” at 807 Bank Street qualifies under criteria (1), (4), (6), and (7) of the South Pasadena Municipal Code Section 2.63(b), for designation of a Historic Landmark; and
2. Designate the property known as the “Mary E. Sowards House” at 807 Bank Street as a Historic Landmark (Historic Landmark No. 56) pursuant to South Pasadena Municipal Code Section 2.63(c)(9).

ACTION / DISCUSSION

None

INFORMATION REPORTS

None

ADJOURNMENT**FUTURE CITY COUNCIL MEETINGS
(OPEN SESSION)**

June 2, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
June 16, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.
July 7, 2021	Regular City Council meeting	Council Chamber	7:00 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets and any agenda related documents are available online for public inspection on the City website: <https://www.southpasadenaca.gov/government/city-council-meetings/2021-council-meetings>. Additional documents, when presented to City Council, will also be uploaded and available on the City's website.

Regular meetings are streamed live via the internet at:

http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing CityClerk@southpasadenaca.gov or calling the City Clerk's Division at (626) 403-7230.

ACCOMMODATIONS

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or CityClerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

05/13/2021

Date

/s/

Linda Thai

Deputy City Clerk